

**MINUTES OF THE OF THE MAYOR AND COUNCIL
JANUARY 13, 2026
SEAFORD CITY HALL – 414 HIGH STREET**

Attending: Mayor Matthew MacCoy
Vice-Mayor Dan Henderson
Councilman Orlando Holland
Councilman Mike Bradley
Councilman Alan Quillen
Councilwoman Dr. Stephanie Grassett

Staff Members Present:

Charles Anderson-City Manager
Berley Mears – Director of Public Works
Trisha Newcomer-Director of Economic Development and Comm. Relations
Greg Brooke-Director of Electric
Mike Bailey-Building Official
Michelle Ruark – Recording Secretary

7:00 P.M. Mayor MacCoy calls the Regular Meeting to order.

Invocation

Invocation led by Councilman Mike Bradley

Pledge of Allegiance to the Flag of the United States of America.

Mayor MacCoy led those present, in the Pledge of Allegiance

Changes to the agenda for this meeting.

Mayor MacCoy solicited any changes to the Agenda; there were none.

Executive Session:

1. Contract negotiations

Approval of the minutes of the Regular Meeting on December 09, 2025.

Mayor MacCoy called for a motion to approve the minutes of the Regular Meeting on December 09, 2025. Councilman Holland made a Motion to approve the minutes of the regular meeting on December 09, 2025. Councilman Quillen seconded the motion. Mayor MacCoy called for a vote; all present voted in favor. The motion so passed.

Mayor MacCoy announced the winners of the 2025 Holiday Decorating Contest:

1st place- Juan Lugo of 100 William Ross Lane;

2nd place- David Hudson of 418 N Willey Street; and

3rd place- Arianne Ingalls of 125 S. Hall Street.

The prize for first place was \$100, second place was \$75, and third place was \$50.

MINUTES

REGULAR MEETING OF THE MAYOR AND COUNCIL

January 13, 2026

PUBLIC COMMENT:

There were no individuals present for public comment.

CORRESPONDENCE:

There was no correspondence.

NEW BUSINESS:

- 1. Mr. Chris Simms with Smart Utility Management to present a proposed adjustment to the Power Cost Adjustment Clause (PCAC) and potential additional electric rate maintenance items.**

Mr. Chris Simms with Smart Utility Management presented the information for approval of the recommendation of Option #1, 1.5, or 2 to include an adjustment to the Power Cost Adjustment Clause (PCAC) to address the 2026 wholesale electric rates and additional electric rate maintenance items.

Mayor MacCoy solicited any questions from Council. Councilman Bradley reported that he received this information during the Electric Committee Meeting that took place previously and he believes in consistency and he felt most families budget monthly with a certain amount, so if there was a decrease now just to have an increase next year, he feels the residents will feel like they are being jerked around a little bit. He reported that Delmarva Power Residents are now experiencing a 7% increase effective January 1, 2026. Councilman Bradley continued to discuss that he is a Delmarva Power Customer in Delmar and it was up 5%, last year it was up 10%, over the past year. He reported that the City of Seaford has an excellent relationship with DEMEC and because of that the City of Seaford's residents are charged a lesser rate than Delmarva Power customers. He reported he felt it would be best to keep it as it is now. Councilman Quillen reported he felt it is very important that the customers understand what the options are and he reviewed each Option, breaking down and discussing what Option would be more beneficial for the residents. Councilman Quillen reported he felt Option number 2 was the fairest and the best option for everyone. Councilman Bradley reported he agreed with Councilman Quillen, as he felt typically the person that pays the most money should get the most rebate, however the residential user might have a different viewpoint. Mayor MacCoy reported that not everyone understands what the Power Cost Adjustment Clause is and requested Mr. Simms to explain a little more why the rates are expected to go up and up and why is there a 3% range give or take. Mr. Simms explained that the customers are charged a certain amount for power supply cost, which is the actual physical production of power from the generation plants. He continued to explain DEMEC's process on how the rates are decided for distribution. Mayor MacCoy reported

MINUTES

REGULAR MEETING OF THE MAYOR AND COUNCIL

January 13, 2026

that being part of DEMEC helps the city reduce electric costs and rates. Mayor MacCoy inquired if Mr. Simms agreed that the options presented provide either a more positive short-term impact on one or a positive long-term impact on the other option. Mr. Simms agreed with this statement. Councilman Quillen reported that in July, we didn't anticipate giving the refund to customers because we were projecting a possible increase in rates for 2026. Now we have an over collection, and we need to figure out how to address the refund and the over collection. He inquired if there was another over collection this year or next year, what our options would be at that point. Mr. Chris Simms reported the PCAC can be calculated effectively at any time, so at any time the City can decide to make a change to the PCAC, it just depends on how long we are going to hold on to the over collection, as every dollar that is accounted for power supply costs can only be paid for power supply costs, so we can not spend it on anything else. Vice Mayor Henderson inquired if the average electric costs have been steady in the last 5-10 years, and they are actually less than they were in periods before that, is that correct to say? He reported he would rather see a flat line than spikes or variations. It would be nice if we had something graphic to see, for example, in 2008 when it was high and we were the recipients of lower rates, now they have gradually increased in the past 4-5 years. Vice Mayor Henderson reported that he would rather see a flatter rate; he felt it might have an impact on some more so than others. City Manager Charles Anderson asked Mr. Simms if he would discuss the retail rate maintenance items recommended. Mr. Simms presented the information explaining the rate maintenance items that are included with all of the options and what impact it would have on the customer's bill. Mayor MacCoy inquired what the amount would be for the large general service customers. Mr. Simms reported they would have to have a minimum demand of 300KW, and there are only about 7 or 8 in those rate classes, not many. Mayor MacCoy solicited any further questions from Council; Councilman Quillen inquired about the Motions that were referenced. City Manager, Charles Anderson reported that the Options were structured so that Council could decide which one of the Options they would like to choose.

Mayor MacCoy called for a motion; Councilman Bradley made a Motion to accept the recommendation of Mr. Chris Simms with Smart Utility Management to accept Option #2, to include an adjustment to the Power Cost Adjustment Clause (PCAC) to address the 2026 wholesale electric rates and additional electric rate maintenance items as presented. Councilman Quillen seconded the motion. Mayor MacCoy called for a vote; all present voted in favor; the motion so passed.

- 2. Present for approval a revision to the Fee and Rate Schedule to change the Power Cost Adjustment Clause (PCAC) and potential additional electric rate maintenance items.**

MINUTES

REGULAR MEETING OF THE MAYOR AND COUNCIL

January 13, 2026

City Manager Anderson presented the information for approval of the revisions to the Fee and Rate Schedule. Mayor MacCoy solicited any questions from Council. Vice Mayor Henderson inquired if the effective date was concurrent with the billing cycle. City Manager, Charles Anderson reported that it would be adopted now, but it is February billing for January consumption. Mayor MacCoy solicited any further questions from Council; there were none.

Mayor MacCoy called for a motion; Councilman Bradley made a Motion to approve the revisions to the Fee and Rate Schedule to change the Power Cost Adjustment Clause (PCAC) to address the 2026 wholesale electric rates and additional electric rate maintenance items outlined in Option #2, as presented. Councilman Holland seconded the motion. Mayor MacCoy called for a vote; all present voted in favor; the motion so passed.

3. Property owner of the Seaford Inn located at 24058 Sussex Highway, to present a plan to the City Council to revive the hotel.

Sonny Patel of 24058 Sussex Highway, Seaford, Delaware and Nirav Avaiya presented the information for approval to delay the demolition of the property and permit the property owner to sell the property and allow the new owner to proceed with repairs to the facility.

Mayor MacCoy solicited any questions from Council. Councilman Quillen inquired if a settlement date was scheduled. Mr. Patel reported it was scheduled for January 26, 2026. Councilman Holland inquired if there was anything in writing. Mr. Patel reported that they have the Settlement date. City Manager, Charles Anderson inquired if they have an Agreement of Sale that you have executed and do you have a timeline on your estimate of when you take possession of the property, how quickly this renovation will proceed and the length of time that you think this project will take to complete. Mr. Patel reported the plan for the project. Councilman Bradley reported that our concern is, if we grant this and then a year from now the renovations are still incomplete and I would like to see a timeline before approving this. Councilman Quillen reported, this needs to be completed sooner rather than later, we have had enough. Vice Mayor reported that he is not averse to allow for a short window for you to come back with a plan to present a proposed agreement, preferably 60-90 days. Mayor MacCoy reported that the demolition was approved for a reason, this property is the recipient of more negativity in this city, it is an eyesore of the city, we have been through this before, and my patience and the resident's patience with this is tapped. I understand your proposal. I think 90 days is very generous, given the fact that this property was condemned over 4 years ago, and it has been sitting there falling apart. Vice Mayor reported that if the \$450,000 cost to the city to demolish the building can be avoided, then I can yield to 60 days and if that is a reasonable time.

MINUTES

REGULAR MEETING OF THE MAYOR AND COUNCIL

January 13, 2026

City Manager, Charles Anderson reported that 60 days would be on or about March 15, 2026, and the following Council Meeting would be March 24th. Mr. Anderson reported we could give them until March 24th have them come back at that time and present an update to Council. Councilwoman Grasset reported that she felt the frustration has been with the current owner and now with the potential new owner. Councilman Quillen inquired if 60 days was enough time to put all of this together. Mr. Avaiya inquired what they would expect from him to present to Council. The group discussed what would be needed to be presented for Council and how long the new owner would need to be able to present the requested information to Council. Mayor MacCoy solicited any further questions from Council; there were none.

Mayor MacCoy called for a motion; Vice-Mayor Henderson made a Motion to approve the request of the property owner of The Seaford Inn located at 24058 Sussex Highway and delay authorized demolition of the property until March 24th, 2026 to permit the new buyer time to submit a closed sale agreement, franchise agreement, and a stabilization plan to repair/revitalize the facility as presented. Councilman Quillen seconded the motion. Mayor MacCoy called for a vote; all present voted in favor; the motion so passed.

4. Bids – Manhole 16 Repairs.

Director of Public Works, Berley Mears presented the information for approval to award the lowest bid for Manhole 16 repairs to George & Lynch, Inc. Mayor MacCoy solicited any questions from Council; Councilman Quillen inquired where the funds would come from. Mr. Mears reported that this is an O&M repair of this manhole, and currently Sussex County is the only user of this, so 100% of this cost will be recouped through their monthly user fees. Vice Mayor Henderson inquired about the cause of this damage. Mr. Mears reported that they believe it was Hydrogen Sulfide Gas.

Mayor MacCoy called for a motion; Councilman Quillen made a Motion to award the bid for Manhole 16 Repairs to the low bidder, George and Lynch, Inc., in the amount of \$28,728.29 as presented. Councilman Holland seconded the motion. Mayor MacCoy called for a vote; all present voted in favor; the motion so passed.

5. City Council to ratify the sale of a parcel of land in the Western Sussex Business Campus.

Director of Economic Development and Community Relations, Trisha Newcomer, presented the information for approval to ratify the sale of a parcel of Land in the Western Sussex Business Campus. Mayor MacCoy solicited any questions from Council; there were none.

Mayor MacCoy called for a motion. Councilman Michael Bradley made the following Motion – Whereas, on December 9, 2025, the City Council unanimously passed a motion (1) to approve a draft purchase and sale agreement and related documents discussed in Executive Session that same evening, subject to further amendments as may be necessary

MINUTES

REGULAR MEETING OF THE MAYOR AND COUNCIL

January 13, 2026

and appropriate to close on the proposed sale of real estate consistent with the discussion in Executive Session, (2) to authorize the City Manager and City Solicitor to negotiate additional edits to the draft purchase and sales agreement that do not materially alter the intent or terms of the transaction as may be necessary to close on the proposed sale of the real estate consistent with the discussion in Executive Session and (3) to authorize the Mayor and City Manager to execute all necessary documents to close on the proposed sale of real estate consistent with the discussion in Executive Session; Whereas, consistent with the aforesaid authorization, on December 29, 2025, the City and Delaware Municipal Electric Corporation ("DEMEC") closed on a transaction whereby the City sold to DEMEC for \$1,250,000 approximately 20.625 acres of land within the area known as the Western Sussex Business Campus, which sale is subject to certain contractual provisions for the City to repurchase the same property at the same purchase price; Now therefore, to the extent any additional approval by City Council is necessary with regard the aforesaid sale of real estate, the City Council hereby so ratifies said transaction. Councilman Holland seconded the motion. Mayor MacCoy called for a vote; all present voted in favor; the motion so passed.

City Manager, Charles Anderson applauded Director of Economic Development and Community Relations, Trisha Newcomer in completing this transaction for the City and reported that this transaction would not have transpired without her efforts.

6. Director of Electric Greg Brooke to present for approval quotes for electric switch gear for the Sunrise Motel circuit reconfiguration project.

Director of Electric, Greg Brooke presented the information for approval of the recommendation for the lowest bidder, Anixter, for the electric switch gear for the Sunrise Motel circuit reconfiguration project. Mayor MacCoy solicited any questions from Council; Vice Mayor Henderson inquired about what was entailed with a reconfiguration of circuit 310. Director of Electric, Greg Brooke reported Circuit 310 runs North of Sussex Highway to Old Furnace Road and Sussex Highway. Sunrise Motel has been annexed into the City but is currently on the West side of Sussex Highway where we don't have any lines and is currently serviced by Delmarva Power. He described the reconfiguration plan in order to feed the Sunrise Motel and further. Vice Mayor inquired where this switchgear would be located. Mr. Brooke discussed the location where it will be placed and what is included in this project. City Manager, Charles Anderson discussed the cost of the project and discussed that this circuit reconfiguration will give the city the ability to extend the distribution circuit down the highway and we would like to backbone this system and create some internal loops, should a pole be taken out, the City can do some switching in the future. This is one step in a larger regional infrastructure improvement project. The group continued to discuss future development and circuit distribution improvements.

MINUTES

REGULAR MEETING OF THE MAYOR AND COUNCIL

January 13, 2026

Mayor MacCoy called for a motion. Councilman Bradley made a Motion to approve the recommendation of the Director of Electric, Greg Brooke and award the quote for electric switch gear for the Sunrise Motel circuit reconfiguration project to Anixter who provided the lowest cost proposal as presented. Vice-Mayor Henderson seconded the motion. Mayor MacCoy called for a vote; all present voted in favor; the motion so passed.

7. Present for approval a Delaware Water Pollution Control Revolving Fund Binding Commitment Offer for the City of Seaford – Wastewater Treatment Plant Upgrade and Expansion Project that would permit a supplemental loan to finance phase I improvements.

Director of Public Works, Berley Mears, presented the information for approval of a Delaware Water Pollution Control Revolving Fund Binding Commitment Offer for the City of Seaford. Mayor MacCoy solicited any questions from Council; there were none.

Mayor MacCoy called for a motion. Councilman Quillen made a Motion to approve the terms of the Delaware Water Pollution Control Revolving Fund Binding Commitment Offer for the City of Seaford – Wastewater Treatment Plant Upgrade and Expansion Project that would permit a supplemental loan to finance the funding shortfall for phase I improvements and permit the Mayor and City Manager to execute all necessary loan closing documents as presented. Councilman Holland seconded the motion. Mayor MacCoy called for a vote; all present voted in favor; the motion so passed.

8. Present for approval a budget reallocation expenditure for storage server upgrade due to abrupt end of support and updates.

Director of Economic Development and Community Relations, Trish Newcomer and I.T. Coordinator, Gary Andrews, presented the information for approval of a budget reallocation expenditure for storage server upgrade due to abrupt end of support and updates. Mayor MacCoy solicited any questions from Council; Vice Mayor Henderson asked for a description of what was being requested. I.T. Coordinator, Gary Andrews, reported that the current usable storage is around 25 terabytes and currently we have 30 terabytes, with the upgrade, we will be able to scale up after the budget year. This will reduce the cost up front and then we will budget for the upgrade to expand the storage to give us more capacity.

Mayor MacCoy called for a motion. Councilman Holland made a Motion to approve the budget reallocation expenditure for storage server upgrade due to abrupt end of support and updates as presented. Councilwoman Dr. Grasset seconded the motion. Mayor MacCoy called for a vote; all present voted in favor; the motion so passed.

MINUTES

REGULAR MEETING OF THE MAYOR AND COUNCIL

January 13, 2026

9. Present for approval an unbudgeted expenditure to purchase specialized containers from Sussex County for the transportation of biosolids materials from the Wastewater Treatment Plant to disposal sites.

Director of Public Works, Berley Mears presented the information for approval of an unbudgeted expenditure to purchase specialized containers from Sussex County for the transportation of biosolids materials from the Wastewater Treatment plant to disposal sites. Mayor MacCoy solicited any questions from Council; Vice Mayor Henderson inquired if we still have capacity to dewater it, so it's not so heavy when we haul it and when will the City renegotiate our flow rates to receive Sussex County's Waste? Mr. Mears responded yes we will dewater before hauling. City Manager, Charles Anderson reported that flow rates are analyzed monthly. Mayor MacCoy solicited any further questions from Council; there were none.

Mayor MacCoy called for a motion. Councilman Quillen made a Motion to approve an unbudgeted expenditure from the WWTF Capital Account to purchase specialized containers from Sussex County for the transportation of biosolids materials from the Wastewater Treatment Plant to disposal sites as presented. Councilwoman Dr. Grasset seconded the motion. Mayor MacCoy called for a vote; all present voted in favor; the motion so passed.

OLD BUSINESS:

There was no old business to discuss.

REMINDER OF MEETINGS & SETTING NEW MEETINGS:

- 1. City Hall and Utility Divisions will be closed on Monday, January 19th, 2026, in observance of the Martin Luther King Jr. Holiday**
- 2. CITY OF SEAFORD Municipal Election – Saturday, April 18, 2026**

The City of Seaford Municipal Election will be held on Saturday, April 18, 2026, in the City Council Chambers, City Hall, 414 High Street, between the hours of 7:00 a.m. E.S.T. and 3:00 p.m. E.S.T.

One (1) Mayoral Seat (2-year Term)

Two (2) Council Member Seats (3-year Term)

Vice-Mayor Dan Henderson has filed for reelection.

MINUTES

REGULAR MEETING OF THE MAYOR AND COUNCIL

January 13, 2026

Councilman Mike Bradly has filed for reelection.

Mayor Matt MacCoy has filed for reelection.

All candidates must have filed by 4:00 p.m., E.S.T., Friday, February 27, 2026. Registration can be completed at City Hall, 414 High Street, Seaford, DE. Registration hours are Monday through Friday, 7 a.m. until 4:00 p.m. or by appointment if you cannot register during these normal business hours. Any candidate who withdraws his/her name must do so in writing. Any candidate who withdraws his/her name after 4:00 p.m., E.S.T., February 27, 2026, will still appear on the official ballot for election. You must meet the following to qualify to hold the office of Mayor and/or Council Member:

- Be a bona fide citizen of the United States and of the State of Delaware and a resident of the City of Seaford for at least one (1) year next preceding the annual election; provided, however, that no full-time employee of the City of Seaford shall serve as City Councilmember during such time as he/she is a full-time employee of the City of Seaford; and
- At least eighteen (18) years of age; and
- A non-delinquent taxpayer of all capitation and property taxes of the City of Seaford for at least one (1) year next preceding the annual election. 65 Del. Laws, c. 249
- Shall not have been convicted of a felony. 76 Del. Laws, c. 153

To be eligible to vote, anyone eighteen (18) years of age or older who is a bona fide City of Seaford resident and US Citizen **must have been registered at the State of Delaware Department of Elections by 4:00 p.m., E.S.T. on Friday March 20, 2026.**

Nonresident property owners must be owner of record for a period of six (6) months immediately preceding the date of the Annual Municipal Election (October 18, 2025) and shall have one vote **provided he or she is registered in the "Books of Registered Voters" maintained at the City Hall by 4:00 p.m. E.S.T. on Friday, March 20, 2026. Registration hours are Monday through Friday, 7 a.m. until 4 p.m., or by appointment if you cannot register during these normal business hours.**

All voters will need to show proof of residency which may be a State of Delaware driver's license, a State of Delaware identification card, a federal or state tax return with address, a City of Seaford utility bill or real estate property tax bill, or other acceptable proof of residency or ownership.

LIAISON REPORTS (All reports attached to the end of this document)

Code, Parks and Recreation – Councilwoman Dr Stephanie Grassett

MINUTES

REGULAR MEETING OF THE MAYOR AND COUNCIL

January 13, 2026

Police & Fire – Councilman Dan Henderson

Administration – Councilman Orlando Holland

Electric – Councilman Mike Bradley

Public Works & WWTF – Councilman Alan Quillen

Mayor MacCoy solicits a motion to hold an Executive Session for the purpose of discussing negotiations.

Mayor MacCoy then called for a motion to open the Executive Session; Councilman Quillen made a Motion to open the Executive Session. Vice-Mayor Henderson seconded the motion. Mayor MacCoy called for a vote; all present voted in favor, the motion so passed. The Executive Session was opened at 9:01 p.m.

Executive Session:

1. Contract negotiations.

Mayor MacCoy reopens the Regular Council Meeting.

The Regular Council Meeting was reopened at 9:51 pm

Mayor MacCoy solicits a motion to adjourn the regular Council meeting.

Mayor MacCoy then called for a motion to close the Regular Council Meeting. Councilman Holland made a Motion to close the regular council meeting. Councilwoman Dr. Grassett seconded the motion; the motion so passed with all voting in favor.

The Meeting was adjourned at 9:52 p.m.

Charles D. Anderson, City Manager
/bs

Approved by Council: January 27, 2025

1/12/2026

Code Department Report

- Issuing permits (378 Issued in 2025)(2 in 2026)
- Rental Licenses (1,865 Units)
- 2026 Rental renewals are being processed.
- 2026 License renewals for plumbers, septage haulers and trash vendors are being processed.
- Doing routine inspections for on-going projects
- Doing violation inspections throughout City
- Performing plan reviews for new permits

Large project status's

- **Mearfield 1 Phase 4** – Ryan homes finishing the lots they have under construction and are not continuing in Mearfield. They requested refunds on 11 permits. 17 Lots remain in phase 4. Developer working on ADA issues for dedication.
- **BelleAyre Single Family** –Danfield Dr – Lennar has completed all the homes, developer still has one sewer line to test before dedication.
- **Western Sussex Business Campus** – Waiting for final inspection. Talked to KRM and they will be scheduling the inspection soon. They are also working on the first lease for storage space.
- **Nylon Capital** –Permits ready to go for the front building shell spaces. Fitout for “The Mill” has started. Deltech fitout permit issued and work has started. Tidal Health building construction progressing.
- **Modwash** – Building is up. Exterior façade installation started. Working on interior as well.
- **Governors Grant Phase 4** – Utility installation underway. Lots are graded. DR Horton will be the builder. Submitted 5 master house plans for review. Plan to start submitting permits before end of year.
- **Aldi** – Deldot approved the plans last week. SCD to follow. Permit ready to issue as soon as we get copies of the approvals.
- **Cookout** – Final revised plans returned and have been approved. Still working on architectural plans for submission.
- **Seaford Inn** – Discussed potential demolition at planning session. Rough estimate of \$450,000 for demolition. Council approved unbudgeted expenditure for demolition. Demo bid package ready to send out in January. Owner to present a plan to Council. They have a buyer who is ready to start renovations.

Parks & Recreation
Council Liaison Report
for 1/12/26 Council Meeting

Accomplished week of 12/8

Parks – Completed blowing out irrigation at sports complex
Parks – Worked along Stein Highway Bridge cutting up overgrown trees & brush
Parks – Prepped sidewalks for snow – dropped off additional bags of salt to PD
Rec. – Held second week of youth basketball practices & distributed jerseys
Rec. – Have 17 kids registered for Little Wrestlers – held first practice on 12/11
Rec. – Continued working on basketball game schedule
Parks&Rec. – Researched classes for Evan to pursue in welding and/or irrigation
Parks&Rec. – Coordinated Christmas luncheon for Parks & Rec dept on Dec 19 th
Parks&Rec. – Began working on draft bid document for tennis court replacement

Accomplished week of 12/15

Parks – Tore down Jays Nest shed at Sports Complex (was falling apart)
Parks – Braced trees at Dolby lift station (new plantings)
Parks – Submitted draft FY27 budget list for Parks dept
Rec. – Held third week of youth basketball practices
Rec. – Registered two more for youth wrestling – totaling 19 kids this year – looked at designs for t-shirts
Rec. – Completed basketball game schedule and distributed to coaches
Parks&Rec. – Attended the Supervisor/Coordinator breakfast on 12/16 with Mayor and City Council
Parks&Rec. – Began implementing specifications for tennis court replacement into a bid package
Parks&Rec. – Held Parks & Rec Christmas luncheon on 12/19

Accomplished week of 12/22

Parks – Completed oil changes in several parks vehicles
Parks – Completed trash routine in all parks – excessive clothing found in Soroptimist
Parks – Replaced tattered flags at Kiwanis Park and lowered to half staff per the Governor’s order for the late DSP Trooper
Rec. – Held forth week of youth basketball practices & scheduled basketball pictures
Rec. – Created & sent t-Shirt order for Little Wrestlers program
Parks&Rec. – Continued working on specifications for tennis court replacement
Parks&Rec. – Created 2025 re-cap video for Parks & Rec Facebook page
Parks&Rec. – Reviewed FY27 parks budget list items – to discuss in depth with Bobby in January

Accomplished week of 12/29

Parks – Worked on opening for tractor for cutting around the solar panels – also removed overgrowth
Parks – Cleaned up limbs in Williams Pond Park
Parks – Made a repair to the gate at Soroptimist (back pavilion entry)
Parks – Exchanged picnic table at the Jays Nest with a refurbished one
Rec. – Held 5th week of youth basketball practices – games to begin Tuesday, January 6 th
Rec. – Ordered and received basketballs from Jr. NBA program (one free ball per team)
Parks&Rec. – Superintendent was off this week

Accomplished week of 1/5

Parks – Completed brush cutting/removal and tree removal in the industrial park – thanks to electric dept for assisting
Parks – Completed a work order to clean up the end of Griffin St next to Fred Douglass Elementary and received thanks from the school
Parks – Submitted Deshaun Griffin's 90-day evaluation
Rec. – Held first week of youth basketball games and first group of pictures
Rec. – Ordered t-shirts for Little Wrestlers Clinic
Rec. – Researched more information of upcoming RCX Conference in Orlando (Jan 16-18)
Parks&Rec. – Continued working on tennis court specifications for bid – reached out to DIAA for guidelines for SHS tennis team
Parks&Rec. – Prepared advertisements to open Spring soccer registration the week of 1/12
Parks&Rec. – Had a meeting with Charles & Trisha regarding the new Recreation Office with Bill Byler, Architect

Parks & Recreation Highlights 12/8 – 1/9

PARKS:

- Completed blowing out the irrigation at the sports complex
- Tore down and removed the old storage shed near the Jays Nest
- Submitted a draft FY27 parks budget to Superintendent
- Replaced flags in Kiwanis and Riverview Park
- Cleaned up limbs/brush on Stein Hwy Bridge, Williams Pond Park, Industrial Park, and at the end of Griffin St
- Submitted employee, Dashaun Griffin's 90-day evaluation

RECREATION:

- Completed game schedule for youth basketball and sent out to coaches
- Coordinated youth basketball pictures for the first two weeks of games
- The Little Wrestlers Clinic is halfway done with now a total of 23 participants this year
- Received and distributed jerseys for Youth Basketball and ordered t-shirts for Little Wrestlers
- This past week, held the first week of youth basketball games

SUPERINTENDENT:

- Currently working on gathering information and specifications for the bid for the tennis court replacement – will be receiving \$190,000 from the Outdoor, Parks, Recreation, & Trails (ORPT) Grant
- Created a 2025 re-cap video of the programs and projects the Parks & Rec Dept has accomplished for social media
- Began reviewing projects and purchases for FY27 budget
- Prepared advertisements for Spring Soccer Registration – to open this week
- Attended a meeting with Charles, Trisha, & Bill Byler to review new Recreation Office plans



Meeting of Mayor and City Council

Fire and Police Department Liaison Reports



Seaford Volunteer Fire Department, Inc.

Communications from President Mark O'Bier:

There is no communication to report for this period.

Communications from SVFD Fire Chief John Wilson:

Fire Statistics

Month / Year	Calls to date	Call per day
Total 2025	1207 Calls	3.3
December 2025	114 Calls	3.6
January 2026	40 Calls *	3.3

*Calls per day so far in the month

EMS Statistics

Month / Year	Calls to date	Call per day
Total 2025	4320 Calls	11.8
December 2025	405 Calls	13.06
January 2026	138 Calls *	11.5

*Calls per day so far in the month

Total Department Responses

Year	Calls to date	Call per day
Total 2025	5871 calls	16.08
Total 2026	178 calls	14.8

December 2025

	Fire	EMS
Total Calls	114	406
Personnel Responding	880	793
Hours in Service	87:27	350:35
Personnel Hours	262:11	701:11
Patients		322
Miles Traveled	894.7	2334
City Response	68	231
Out of City Response	36	162
Assist	10	14
Working Fires	4	
MVC Entrapments	1	

Year 2025

	Fire	EMS
Total Calls	1293	4632
Personnel Responding	10343	9290
Hours in Service	1091:08	352644
Personnel Hours	3186:42	7047:25
Patients		3596
Miles Traveled	11889.1	32097
City Response	653	2691
Out of City Response	502	1726
Assist	138	213
Working Fires	40	
MVC Entrapments	24	

Significant Incidents

- 12/11/2025- (Assist 71) Residential Fire – 25516 Honeysuckle Drive
- 12/16/2025- (Out of City) Residential Fire- 22037 Thompson Parkway
- 12/28/2025- (Out of City) Trailer Fire – 22428 Concord Pond Road
- 12/31/2025- (City) Cooking Fire- 115 Seaford Meadows
- 12/31/2025- (City) RV fire with Exposure to Garage- 420 Pennsylvania Ave.
- 1/3/2026- (Assist 81) Barn Fire – 31996 Gordy Road
- 1/9/2026- (Out of City) Trailer Electrical Fire – 24052 Concord Pond Road
- 1/11/2026- (Out of City) Trailer Fire – 21857 Mill Park Drive

Apparatus Status

- Brush 87 is out of service for pump repair
- E872 is out of service due to an air leak and a voltage issue

Fuel 12/02/2025 to 01/01/2026

# Usage	Gallons Used	Total Fuel Cost	Gross Cost	Net Cost	Unleaded	Diesel
86 times	1217.28	3991.71	3991.7	3991.7	56 times used	30 times used
Fire	33 times	EMS	36 Times	Support	17 Times	

Training

- **Last Training:** Wednesday, January 7, 2026, at Station 87 – CPR / AED and Radio Knowledge / MAYDAY information (23 members present)
- **Next Training:** Wednesday, January 21, 2026, at Station 87 – Forcible Entry

**Count of Classes and People by Class Category with Class Hours and Man Hours for Date Range
Passed/Failed: Both Passed and Failed | Start Date: 01/01/2025 | End Date: 12/31/2025**

	CLASS COUNT	TOTAL CLASS HOURS	COUNT OF PEOPLE	TOTAL MAN HOURS
Career Daily Training	366	376:50	1665	1799:15
Community Service Training	1	1:30	10	15:00
DSFS Core Classes	18	609:00	36	1168:00
DSFS - Delaware Learning - ONLINE	1	3:00	1	3:00
DSFS - Other Class	1	5:00	6	30:00
DVFA Conference	5	13:45	27	65:45
EMS	5	64:00	39	196:00
Fire Officer Training	16	89:15	88	143:45
Firefighter Training	26	36:30	76	122:30
Inservice Department Training	1	1:00	5	5:00
National Fire Academy Class	1	48:00	1	48:00
Probationary/Junior Training	27	44:30	184	319:00
Rescue Training	4	23:45	20	68:30
Special Operations Training	1	1:00	5	5:00
SVFD Driver Training	79	89:15	180	199:30
Wednesday Training Nights	18	39:45	287	647:00
GRAND TOTALS:	570	1446:05	2630	4835:15

Emergency Medical Services / Career Services

- FF/EMT Brooks Morris is moving back to part-time status as of the beginning of February
- Numerous EMTs in the FTO program are currently from members to new part-time employees

News and Events

2025 Community Events, Meetings, and Fire Prevention Total

# Events	Total Personnel	Total hours
168	1656	3258.75

- State Fire Prevention Awards, Seaford Winner - Abigail Croft from Frederick Douglass Elementary was presented with 2nd Place at the State Awards on January 4, 2026, in Cheswold, Delaware
- Santa through the City went well, with one hiccup that we missed a street. We apologized for the miscue after we were transferring personnel for an emergency call in the city.
- New Engine E873 pictures have been added to the SVFD Facebook page if interested in following along with production
- 2026 SVFD OFFICERS, Installation Wednesday, January 14, 2026
 - Fire Chief Matt Read
 - Deputy Chief Ben O'Bier
 - Assistant Chief Trevor Holmes
 - Assistant Chief Scott O'Riely
 - Assistant Chief Jason Hudson
 - President Mark O'Bier
 - Vice President (Open)
 - Secretary Wayne Rigby
 - Treasurer Jon Stevenson
 - Director JC Willin
 - Director Ben Hastings

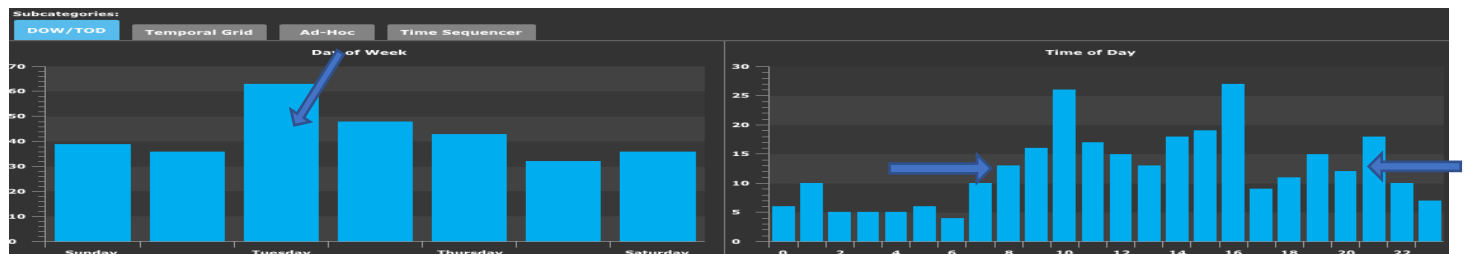


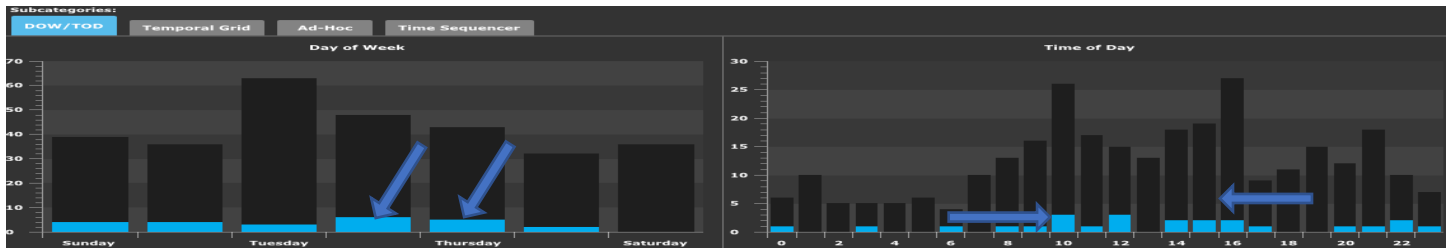
Seaford Police Department

Police Activity during period of **Monday December 08, 2025 – Wednesday, December 31, 2025** as reported by Chief Marshal Craft, Jr.:

INCIDENTS	2025	2024	2023	2022	2021
TOTAL COMPLAINTS	11,468	12,552	11,112	9,593	10,686
All crimes	4,708	5,559	5,010	6,164	6,107
Homicide	2	0	1	0	0
Robbery	8	15	24	8	14
Sex Crimes	35	22	25	18	30
Burglary	67 (33 Burg/34 TFV)	57 (24 Burg/33 TFV)	122 (58 Burg/64 TFV)	197	133
Drug Crimes	241	481	285	444	416
Overdose	18	32	43	31	26
All Traffic (E-Tickets)	6,136 (3,504)	7,527 (3,422)	6,579 (1,898)	8,168 (2,105)	8,098 / (2,021)
All DUI	82	102	72	79	71
All Crashes	651	741	684	656	620
False Alarms	371	373	343	546	521

- All crimes: **297** (defendants: **18** adults & **3** juveniles)
 - Felony: **0**
 - Misdemeanor: **50**
 - Violations: **14**
 - Civil: **1**
 - Other: **212**
- 88% Clearance Rate** (overall = **21** PA and **16** PI) Tuesdays from 0800-2100 (See Crime Chart below)





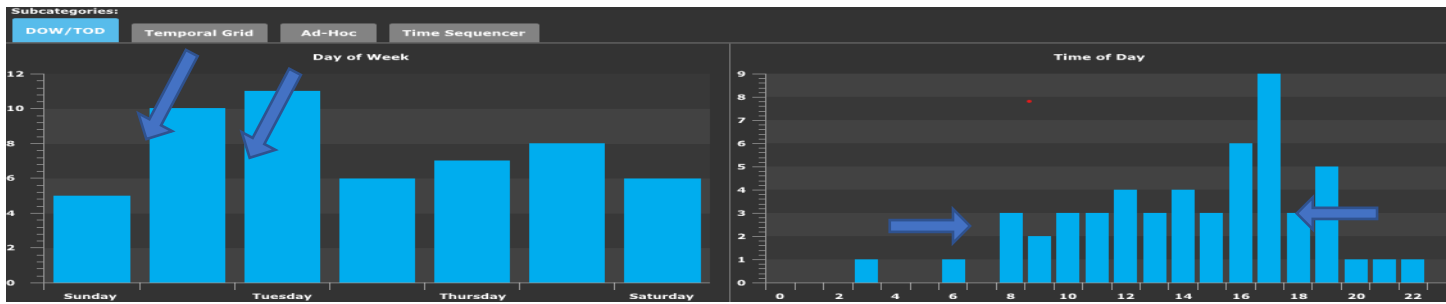
Additional Crime Data below: There were **24 complaints**, including Assault, Agg. Assault, Burglary, Fraud, Larceny, Motor vehicle theft, and Weapon: (**14 Felonies** and **10 Misdemeanors**); excluding shoplifting: (**33% clearance rate**): **10 PA**, **6 PI**, **3 A/A**, **1 J/A**, **4 E/C**, and **0 U/F**. Most incidents occurred on Wednesday & Thursday from 1000-1600.

Drug Complaints:

- Drug Crimes: **23**
 - Adult Arrest: **22**
 - Juvenile Arrest: **0**
 - Juvenile/No Custody: **0**
 - Pending Active: **0**
 - Pending Inactive: **0**
 - Prosecution declined: **1**
- Search Warrant(s): **1**
- Seized Firearms: **0**
- Money Seized: **0**
- Overdose: **0**

Traffic:

- Contacts/Citations: **385** traffic contacts resulting in **243** citations and **55** warnings
- DUI: **3** (Alcohol/drug-related) - 1 crash-related
- Crashes: **53**
 - Fatal: **0**
 - Injury: **4** (2-Norman Eskridge & Sussex Hwy; 1- Dutton Ave & Norman Eskridge; and 1-Norman Eskridge & N. North St.)
 - Non-Reportable: **20**
 - Reportable: **29**
 - **Additional Information:**
 - Hit & Run: **11** (6- private property parking lots; 1-Front & High St; 2-Sussex Hwy & Norman Eskridge; 1-Tharp & Sussex Hwy and 1- 3rd & Arch)
 - Bicycle: **0**
 - Motorcycle/Scooter: **0**
 - Pedestrian: **1** (McDonald's Parking lot)
 - School Bus: **0**
 - Alcohol/drug-related crash: **1**
 - Incidents: Monday & Saturday, from 0800-1900 (**See Crash chart below**)



Significant Events: All suspects/defendants are considered innocent until proven guilty.

Summary Report:

12/11/25 – Fugitive from another State - Wicomico County, MD

Complaint #71-25-10843

SPD responded to a reported theft of a propane heater. Kristen Joseph, wanted by Wicomico County, was located in a wooded area and taken into custody. The stolen heater was not recovered. Joseph was arraigned and committed on an out-of-state detainer.

12/18/25 – Sex Offender Failed to Register new address

Complaint #71-25-11100

SPD's CID investigated a Tier 3 sex offender (Eric Green) who failed to register a new address. An arrest warrant was obtained, and the offender was located, arrested, and released on an unsecured bond.

12/21/25 – Fictitious Tag Traffic Stop led to Multiple Arrests, Traffic, Drug & Weapon Charges

Complaint #71-25-11163

SPD officer observed a vehicle leaving Royal Farms with a fictitious tag. The driver, Misty Toomey, was unlicensed, wanted on four VOP capias, and found in possession of drug paraphernalia, with additional paraphernalia located in the vehicle. She was charged with criminal impersonation, possession of drug paraphernalia, and multiple traffic offenses, and committed to DOC on \$8,000 cash bail. A rear-seat passenger, Janessa Byrd, had an active Sussex County CCP capias and drug paraphernalia and was charged and released with a new court date. The front-seat passenger and vehicle owner, Elizabeth Nailon, was found with brass knuckles and prescription medications, charged accordingly, and released on \$700 unsecured bail.

12/21/25 – Domestic-related Terroristic threatening leads to drug arrest

Complaint #71-25-11174

SPD and DSP responded to a report of threats made against an individual. Officers observed the suspect (Edward Robinson) enter the city from the Blades Bridge, conducted a traffic stop, and safely took the suspect into custody. A search of the vehicle resulted in multiple drug-related charges (suspected heroin, crack cocaine, powdered cocaine, and packaging materials). The suspect was arrested on related charges and committed on secured bail.

12/24/25 – Theft of a Motor Vehicle - Meadowbridge

Complaint #71-25-111254

SPD dispatched to the theft of a motor vehicle described as a 2004 Mitsubishi Galant, gray in color, displaying De tag #726057. Investigation revealed the victim started his vehicle and left it unattended to warm up. The vehicle goa gone when he returned about ten minutes later. The vehicle was entered into NCIC and the case remains active.

12/21/25 – Shots fired resulted in two residences being struck and damaged - Magnolia Dr. & E. Ivy Dr.

Complaint #71-25-11177

SPD responded to a report of shots fired that caused property damage to two homes. A shell casing was recovered, but no suspects were immediately identified. The incident remains under investigation.

12/31/25 – Fight involving a machete and hammer – Willey St.

Complaint #71-25-11429

SPD responded to a fight where a machete and hammer were involved. Two suspects have been identified, one juvenile was arrested, and one young adult has an active warrant. Charges include possession of a deadly weapon, aggravated menacing, criminal trespass, and conspiracy.

12/31/25 – Theft of a Firearm – Planters Dr.

Complaint #71-25-11459

SPD responded to a report of a stolen handgun. The firearm was stored in a residence accessed by a housemate. The stolen handgun was entered into NCIC, and the investigation remains active.

Admin:

- Attended Director, Staff, Liaison, and Council meetings as scheduled - Chief
- 12/09/25: Attended DACP Awards - Chief, D. Chief, Criminal Lt., and SRO Wingate
- 12/10/25: SPD Admin Meeting - Chief and Admin
- 12/10/25: Meeting at EOC ref Sussex County CAD - Chief and D. Chief
- 12/10/25: Police Advisory Board meeting at City Hall - Chief and board members
- 12/11/25: GVI meeting - Crim. Lt., CID Det. Sgt. And CID Det.
- 12/15/25: POSDC Meeting ref. \$500,000 grant for PEER Program- Chief
- 12/16/25: SLEAF Grant Meeting - D. Chief
- 12/10/25: SPD Sergeants Meeting - Sergeants and above

Community Events:

- Ongoing “Food On” Program in partnership with the HELP Initiative - SPD Officers
- 12/13/25: “Stuff the Bus” at Walmart - SRO Wingate
- 12/16/25: Shop with a COP - SRO and many officers from SPD
- 12/20/25: “Stuff the Bus” at Walmart - SRO Wingate

Training/Other:

- SPEAR Team Training (ongoing) twice / month - Team Members
- Upcoming Dover Police Academy: Sun 01/11/26 - Three SPD recruits start the academy
- 12/08/25: Background Investigations - Cpl. E. Blake and Ptlm. Kane

Total Criminal Arrests:

Arrests YTD	2025 Total	2025 Adult	2025 Juvenile	2024 Total	2024 Adult	2024 Juvenile	2023 Total	2023 Adult	2023 Juvenile	2022 Total	2022 Adult	2022 Juvenile	2021 Total	2021 Adult	2021 Juvenile
Total	507	472	35	720	642	78	523	455	68	630	571	59	586	511	75

Respectfully Submitted,
Councilman, Fire and Police Liaison, and Vice Mayor



Dan H Henderson

Two Week Work Report

12/29/25 to 1/9/26

Charles Anderson, June Merritt &
Trisha Newcomer

MEETINGS:

- Met with potential purchaser in WSBC and discussed development plans.
- Attended Danny Short's coffee meeting.
- Attended a DEMEC Board meeting and Executive Committee meeting.
- Spoke with the architect preparing the construction drawings for the Parks Office building.
- Attended the Electric Committee meeting.

OTHER WORK:

- Prepared the Council agenda.
- Participated in Electric Department groundman interviews.
- Made a site visit to Mearfield to review accessibility issues.

INFORMATION TECHNOLOGY REPORT:

- PC Repairs
- Work through compatibility issues w/current storage server.
- New PC configured and sent to DELJIS for PD configuration.
- Develop plan to eliminate bottleneck issue on security cameras.
- Phone line repairs.
- Routine calls for technical assistance.

ADMINISTRATION REPORT FOR COUNCIL:

- Respond to auditors for FY 2025 audit flux analysis.
- Attend DEMEC board meeting.
- Prepare for utility disconnects for non-payment – TOO COLD, couldn't disconnect.
- Process, print and mail bills for December 2025 consumption.
- Process the SAM registration renewal for federal grants.
- Attend the SunLife Insurance On-Board meeting via zoom (Paid Family Medical Leave).
- All other business is routine – financial management, payroll & benefits, purchasing, billing, customer service, etc.

Input:

Charles Anderson, CM

June Merritt, DF & HR

Trisha Newcomer, DED & CR

Council Liaison Report

Electric Department

Two-week work report 12/29/25 – 1/9/26

Since the last report

Crew

- Performed disconnect at 107 Park Ave. to allow for work on fire pump and reconnected
- Supplied power for fuel tank camera at Hooper's Landing Golf Course
- Replaced pole at 202 N. Front St. due to pole fire. Performed switching procedure to minimize the number of customers out of power and keep the hospital in power during pole replacement.
- Took down Christmas lights in Seaford and helped take down lights for Town of Blades
- Helped Parks and Rec cut down several trees in Industrial Park and Williams Pond Park
- Trimmed trees on Elm Drive.
- Notified residents of Westview regarding tree trimming contractor
- Dug in conduit and set pad for pad mounted switchgear at Seaford Innovation Center.
- Terminated new service for Seaford House 3-phase upgrade
- Delivered conduits to Seaford Innovation Center for work along Atlanta Rd.
- Replaced bad transformer at Seaford Fire Department
- Performed maintenance to oil tank inside breaker in Ross Substation

Director

- Submitted DelDOT permit for work along Atlanta Rd. at Seaford Innovation Center
- Spoke with Alex Ascencio from DEMEC regarding volunteers for the upcoming Light Up Navajo 2026 Project
- Worked on two solar applications
- Met on site at Wash n Vac to discuss solar array upgrade
- Obtained prices for switchgears for the Sunrise Motel Circuit Reconfiguration to propose bids to council
- Reviewed applications for the open groundman position
- Conducted interviews for the groundman position and offered a conditional job offer to candidate
- Met with reps from WESCO to discuss open order report and obtain prices for inventory materials
- Reviewed prints for proposed Kinder Care facility

Upcoming Weeks.

Begin installing underground electric in Governor's Grant Phase 4

Continue work on Seaford Innovation Center.

Council Liaison Report
Public Works & Wastewater
Departments
Date 01/12/26

Past two weeks:

Public Works:

- Finished with leaf machine
- Received bids for Dolby manhole rehab
- Picked up barricades for Santa's house
- Installed both new water services for houses on King St.
- Replaced water service on Pond St.
- Cleaned up properties for Code
- Repaired patch on Fifth St.
- Serviced all snow plows early December
- Brined streets for snow
- Made more brine
- Collected quarterly water samples for the State
- Completed annual chemical reporting for 2025
- Repaired sewer lateral on Front St.
- Troubleshooting pump at Retirement Living lift station
- Held multiple meetings in person and on-line
- Performed all routine tasks; swept, L & L, big piles, read meters, re-reads, disconnects, hung pink tags, collected State water samples, supplied barricades for various events, etc...

WWTF & COMPOST

- Plant: Plant performance is good and steady.
- Dewatering: Dewatering has been performing decently.
- Pulled FE mixer for evaluation – tripping breaker.
- Pulled secondary flash mixer motor – ordered replacement, repairs are complete.
- Davis Locksmithing repaired lock on Admin door.
- Completed DMR and SCUSSD reports.
- Replaced worn polymer pump on BFP.
- McTeer HVAC to replace bad blower motor on Admin unit.
- Troubleshooting some inconsistencies with D.O. analyzers, plan to replace all membrane caps.
- Cleaned PWAS flowmeter.
- Working on Blower#1 replacement VFD installation

Upcoming two weeks:

Public Works

- Redo patches on Porter St.
- Run water line to SVLS
- Have check valves replaced at 534
- Order materials to replace flow meter at Arbutus station

WWTF & COMPOST

- Hole pre-con meeting for Headworks project
- Keep the plant up and running with no violations
- Perform maintenance as needed
- Perform work at lift stations as needed